

Division of State Architect-Advisory Board
Board and All Committees-Status of
Motions and Follow-Up Items
Complete Items Only
March 22, 2005

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting</i>	<i>Next AB</i>	<i>To DSA</i>	<i>Staff Report</i>
	<i>M = Motion</i>	<i>Date</i>	<i>Meeting</i>	<i>Staff</i>	<i>Back to AB</i>
	<i>F= Follow-Up Item</i>				

01 - DSA Advisory Board

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|---|---|---|-----------|-----------|--|
| 01.01.04 | F | Stakeholder Survey
Develop a Stakeholder survey to receive input – need more info. | 10/7/2004 | 1/18/2005 | |
| <p><i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Lowell Shields</p> <p><i>Comments:</i> Research historical stakeholder surveys. Place on 1-18-05 AB agenda. 1/3/05-Last comprehensive stakeholder survey completed in 2002. Mar 2005-DSA plans to conduct a survey in Fall 2005.</p> | | | | | |
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| 01.01.05 | F | DSA Organizational Charts
Distribute DSA organizational charts. | 10/7/2004 | 1/18/2005 | |
| <p><i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann</p> <p><i>Comments:</i> Susan to e-mail DSA organizational charts--to 1st level supervisor. Mary Ann will develop Stakeholder's functional chart and distribute at 1/18/05 AB meeting. 1/18/05-Functional org charts presented.</p> | | | | | |
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| 01.01.06 | F | DSA Academy Committee
Determine need and whether committee should be reestablished. | 10/7/2004 | 1/18/2005 | |
| <p><i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad</p> <p><i>Comments:</i> State Architect's level of interest, potential agenda items, DSA rep (CEA III?). Per Richard, on hold until CEA III is hired. Mar 2005-Not needed at this time.</p> | | | | | |
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| 01.01.08 | F | Community Colleges Policy Committee
A decision was made to either initiate a Community Colleges Policy Committee or add it is a component or task group of the EIPB Committee. | 10/7/2004 | 1/18/2005 | |
| <p><i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann</p> <p><i>Comments:</i> AB 1-18-05 agenda item for vote. Richard recommends a separate committee. 12-14-04 P&P Committee recommends working w/new representative and assessing future need for a separate committee over a period of time.</p> | | | | | |

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01.01.11	F	DSA AB Web Page The AB, by general consensus, approved the format and content of the web page. It will be completed and sent out to all members to verify accuracy of names, etc. <i>Status:</i> Complete <i>Responsible Party:</i> Dan/Mary Ann <i>Comments:</i> Upon completion, initiate 5-day review by AB before posting. 12-15-04 e-mailed link to members for review and comment by 12-30-04. Posted January 2005.	10/8/2004	1/18/2005		
01.01.12	M	Approve 6-18 Advisory Board Minutes Motion made by Kenny, 2nd by Paul Beyl. <i>Status:</i> Complete <i>Responsible Party:</i> <i>Comments:</i>	10/8/2004	1/18/2005		
01.01.13	M	Approval of Safety and Emergency Response Committee Minutes Motion made by Stephanie, 2nd by Kenny. <i>Status:</i> Complete <i>Responsible Party:</i> <i>Comments:</i>	10/8/2004	1/18/2005		
01.01.14	M	Approval of Inspector Committee Minutes Motion made by Dennis, 2nd by Paul Villa. <i>Status:</i> Complete <i>Responsible Party:</i> <i>Comments:</i>	10/8/2004	1/18/2005		
01.01.15	M	Approval of EIPB Committee Minutes Motion made by Lowell, 2nd by Kerry Clegg. Approved with exception of two corrections on name spelling given to Elena. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i> Corrections made.	10/8/2004	1/18/2005		
01.01.16	M	Approval of UDC Committee Minutes Motion by Pete Peterson, 2nd by Ken Paul. Approved with the exception of two issues where recommendation on proposed code was not accepted by DSA. <i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann <i>Comments:</i> Final minutes to identify two outstanding issues.	10/8/2004	1/18/2005		

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01.01.18	M M – Proposed New Access Policies Approval and Deletion of Existing Motion by Dennis, 2nd by Kerry Clegg. New: 04-01 Beveled Lip at Curb Ramps, 04-02 Detectable Warnings, 04-03 Visual Alarms in Classrooms. Deletions: 94-18 Ramp Landing Clearances at Doors, 95-02 Single Room Occupancy-Hotels, 96-04 Elevator Call Buttons-Mounting Height, 97-07 Top and Bottom Landings at Relocatable Classroom buildings, 97-11 Over-the-Counter Approvals for Existing Restrooms, 97-12 Access Code Adoption to the Metric System, 98-06 Signs. <i>Status:</i> Complete <i>Responsible Party:</i> Susan/Aaron <i>Comments:</i>	10/8/2004	1/18/2005		
01.01.19	M Approval of Suspension of Water Heater Bracing Acceptance Program Proposals Motion by John Scott, 2nd by Jim Ward. 1. Suspend further review and acceptance of earthquake bracing systems for residential water heaters, effective December 31, 2004. 2. Create a web page for the Water Heater Bracing Systems (effective January 1, 2004) containing the instructions document (required by law) and list of accepted manufacturers and/or products as of December 31, 2004. 3. Modify Web page (effective January 1, 2006) to include only generic installation instructions and link to the Health and Safety Code provisions. <i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad <i>Comments:</i> To follow up. Report 1/18/05 on implementation status (original item is 02.01.13). Changes posted on DSA web page.	10/8/2004	1/18/2005		
01.01.21	F Building Standards Committee Meeting Request To discuss the R.I.P., NFPA and several other topics. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Chip <i>Comments:</i> BSC agenda items for 12/2/04. Contact committee chairs for "other topics." 1-3-05 Meeting postponed. Will reschedule at 1/18/05 meeting. Meeting held February 2005.	10/8/2004	1/18/2005		
01.01.24	F Community Colleges Rep Advisory Board membership seeks a Community Colleges representative. <i>Status:</i> Complete <i>Responsible Party:</i> Richard/Lowell <i>Comments:</i> 1/18/05 agenda item. 11-04 representative selected.	10/8/2004	1/18/2005		
01.02.01	M Advisory Board October 7 & 8 Minutes Minutes approval. <i>Status:</i> Complete <i>Responsible Party:</i> <i>Comments:</i> Charles Higuera motioned to approve, Stephanie Gonos 2nd. Approval was unanimous.	1/18/2005	4/14/2005		

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01.02.02	F	Safety and Emergency Response Committee Discussion SIMS Training: Suggestion that DSA staff attend SIMS training.	1/18/2005	4/14/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i> Mary Ann/Richard	
		<i>Comments:</i> To Richard Conrad for approval.				
01.02.03	M	Excellence in Public Buildings Committee Minutes Approval	1/18/2005	4/14/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i>	
		<i>Comments:</i> Motion to approve November 5, 2004 minutes by Dennis Shallenberger, 2nd by Pete Peterson, unanimously approved.				
01.02.04	F	Executive Order S-20-04 "The Division of the State Architect in the Department of General Services should adopt guidelines by December 31, 2005, to enable and encourage schools built with state funds to be resource and energy efficient."	1/18/2005	4/14/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i> Liz Schroeder/Mary Ann Aguayo	
		<i>Comments:</i> Send Executive Order to Board members. Mar 2005-Sent via e-mail.				
01.02.05	M	Universal Design Committee Minutes Approval	1/18/2005	4/14/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i>	
		<i>Comments:</i> Motion to approve September 28, 2004 minutes by Stephanie Gonos, 2nd by Gail Bates, unanimously approved.				
01.02.07	M	Zero-Water Consumption Urinal Fixtures Urinal Appeal: Motion made by Board to deny appeal, unanimous.	1/18/2005	4/14/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i> Susan Georgis	
		<i>Comments:</i> Prepare letter from Lowell to DGS director as stated in appeal process.				
01.02.09	F	Williams Lawsuit Board requested link on DSA web page to provide guidance to schools.	1/18/2005	4/14/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad	
		<i>Comments:</i> See 04.02.08a. Mar 2005-Appropriate to reference it to OPSC who is the DGS office charged with implementation.				

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02 - Building Standards Committee

02.01.01	M	NFPA 5000	4/21/2004		
By motion, the committee expressed its concern that state policy, in the form of draft NFPA provisions, is being developed by a single entity, the consultant firm hired by NFPA, outside the normal consensus process for code development work. The motion was carried unanimously.					
<i>Status:</i> Complete <i>Responsible Party:</i> Chip Smith					
<i>Comments:</i> Concern conveyed at the 6/18/04 AB meeting during BSC report.					
02.01.03	M	Stakeholder Review Process	4/21/2004		
By motion, the committee approved the stakeholder review process concept proposed by DSA staff (as presented in the flow chart). The motion was carried unanimously.					
<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Chip					
<i>Comments:</i> Process approved.					
02.01.05	M	Current Code Update	4/21/2004		
By initial motion, the committee expressed concern regarding whether DSA will be able to continue allocating sufficient resources to update the current code. The motion was amended by adding "and include adequate support for DSA's policy funds and current activities." The amendment was accepted and the motion was carried unanimously.					
<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Chip					
<i>Comments:</i>					
02.01.07	F	Code Updates	4/21/2004	1/18/2005	
Chip Smith invited the Advisory Board's assistance in terms of recommendations or suggestions for code updates, providing a forum for stakeholder input to proposals, and providing a recommendation to the State Architect. He welcomed comments from the committee.					
<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Chip					
<i>Comments:</i> See 02.01.06. No comments received to date.					
02.01.08	F	DSA Proposed 2004 Code Supplement	4/21/2004	1/18/2005	
Staff anticipates having DSA's proposed 2004 Code Supplement document developed prior to June 1; and it was recommended that a public meeting be held prior to July 2004, if possible.					
<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Chip					
<i>Comments:</i> See item 02.01.06.					

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02.01.14	F	Earthquake Bracing Systems for Water Heaters Mr. Shields asked that Mr. Henry Reyes, Seismic Safety Commission be invited to the next BSC meeting to discuss the issue. (See item 02.13.00.)	4/21/2004			
		<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena/Richard		
		<i>Comments:</i>	To DSAAB 10/8/04.			
02.01.15	F	Stakeholder Notification Mailing List It was noted that DSA's stakeholder notification mailing list now contains over 300 names. Each entry is identified by category. Input and suggestions from committee members regarding the mailing list are welcome.	4/21/2004			
		<i>Status:</i> Complete	<i>Responsible Party:</i>	Chip Smith		
		<i>Comments:</i>				
02.01.16	F	Waterless Urinal Fixtures Regarding the issue of waterless urinal fixtures, Mr. Bate suggested soliciting input from the Department of Health Services.	4/21/2004	1/18/2005		
		<i>Status:</i> Complete	<i>Responsible Party:</i>	Susan/Chip		
		<i>Comments:</i>	Need to identify outcome of input solicited and report back to AB.			

03 - Delivery Systems Committee

03.01.01	M	Committee Disbanded Motion carried at 10/8/04 DSAAB meeting to disband Delivery Systems Committee.	10/8/2004			
		<i>Status:</i> Complete	<i>Responsible Party:</i>			
		<i>Comments:</i>				

04 - Excellence in Public Buildings Committee

04.01.04	F	Outline for Committee Work Sessions In reviewing the draft outline, committee members provided their suggestions to improve the outline by rearranging various categories of the outline reviewed at the meeting. (See "Meeting Summary/Next Steps," EIPB minutes of 8/31/04).	8/31/2004			
		<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena/Jo Ann		
		<i>Comments:</i>	Jo Ann distributed update (late September?) via e-mail.			

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04.02.01	F Williams Case Implementation Committee	11/5/2004	1/18/2005	11/15/2004	
	Obtain an update on where OPSC is in their response.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad				
	<i>Comments:</i> Set up meeting with OPSC, Lori Morgan and CDE. Consider as a CASH conference workshop issue. Williams Case update to be presented to the full board on 1/18/05. Jan 2005-Lori Morgan said she will be available to attend a meeting after January. Mar 2005-OPSC provided workshop information which was e-mailed to all DSAAB members.				
04.02.04b	F White Paper-EIPB Goals	11/5/2004	1/18/2005		
	Ted Osborn to draft a white paper using EIPB goals.				
	<i>Status:</i> Complete <i>Responsible Party:</i> John Vester/Mary Ann Aguayo/Ted Osburn				
	<i>Comments:</i> John Vester provided information regarding existing topics November 2004.				
04.02.04c	F LAUSD Staff Assistance	11/5/2004	1/18/2005		
	LAUSD staff to assist with wording papers on school repairs, facility problems, DTSC reports, etc., and submit to John Vester.				
	<i>Status:</i> Complete <i>Responsible Party:</i> John Vester/Mark DeMan/JoAnn Koplin				
	<i>Comments:</i> John Vester provided information requested November 2004.				
04.02.04d	F Bibliography of Resource Materials	11/5/2004	1/18/2005		
	John Vester to provide Ted Osborn and Mark DeMan with an annotated bibliography of resource materials and copies of what DSA has done to date.				
	<i>Status:</i> Complete <i>Responsible Party:</i> John Vester/Mary Ann Aguayo				
	<i>Comments:</i> John Vester provided information regarding existing topics November 2004.				
04.02.05a	F CASBO Conference	11/5/2004	1/18/2005	11/15/2004	
	Look into participation and potential presentations at CASBO Conference.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann				
	<i>Comments:</i> CASBO Conference will be April 10-14, 2005 in Anaheim. Conference info available at www.casbo.org . Mar 2005-No follow-up by staff. Planning stage passed.				
04.02.05b	F CSBA Conference	11/5/2004	1/18/2005		
	At 11/5/04 meeting, JoAnn Koplin suggested that committee members attend CSBA conference, if possible, and asked staff to research conference cost.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo				
	<i>Comments:</i> CSBA Conference will be December 1-3, 2005, in San Diego. Registration for non-members is \$375 per person. Conference info is available at www.csba.org .				

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04.02.08b	F Williams Lawsuit Publish helpful information on critical aspects of the Williams Case (regarding Excellence) by this year's CASH Conference (2/28-3/4/05). <i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo <i>Comments:</i> Conference held workshops specifically regarding this case; therefore, DSAAB focused on defining excellence.	11/5/2004	1/18/2005		
04.02.09	F Writing Consultant Group suggested a writing consultant (editor) be hired to work with section editors. Approach Richard Conrad about moving this project forward. <i>Status:</i> Complete <i>Responsible Party:</i> Charles Higuera <i>Comments:</i> Committee Chair, Charles Higuera, to convey at 1/18/05 DSAAB meeting. Full board will then forward their recommendations to State Architect. 1/18/05-Announced at meeting. Issue encompassed in 04.02.04.	11/5/2004	1/18/2005		
04.02.12	F DSAAB Endorsement of Committee Plans for Project Participants discussed getting DSAAB's endorsement of the committee's plans for the project. <i>Status:</i> Complete <i>Responsible Party:</i> Charles Higuera/JoAnn Koplin <i>Comments:</i> Committee Chair to convey project concept at 1/18/05 DSAAB meeting. Full board then forwards their recommendations to State Architect. Mark DeMan to provide LAUSD's flow chart and other applicable materials. 1/18/05-Presented at meeting.	11/5/2004	1/18/2005		

05 - Inspector Committee

05.01.03	F	Follow-Up Items	8/12/2004	1/18/2005	
Mr. Shallenberger asked Ms. Tarailo to provide him with a list of follow-up items after the meeting.					
		<i>Status:</i> Complete	<i>Responsible Party:</i> Elena		
		<i>Comments:</i> Sent via e-mail on 8/16/04.			
05.01.04	F	Project Inspector Exam Process Draft	8/12/2004	1/18/2005	
Ms. Taylor invited committee members to e-mail comments and suggestions on their recommendations to her regarding the draft "Project Inspector Exam Process" after the meeting.					
		<i>Status:</i> Complete	<i>Responsible Party:</i> Elena/Ronna Taylor		
		<i>Comments:</i> Comments received from committee members.			
05.01.05	F	Project Inspector Exam Process Draft	8/12/2004	1/18/2005	
Committee members asked Ms. Taylor to provide them with the unabridged version of the draft after the meeting.					
		<i>Status:</i> Complete	<i>Responsible Party:</i> Susan Georgis		
		<i>Comments:</i> Sent via e-mail on 8/13/04.			

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05.01.06b F	Project Inspector Exam Process (Recommendation 2): a. Have a panel interview qualified applicants for oral interviews; b. Develop a pool of architects willing to serve on interview panels or require letters of recommendation letters from architects; c. Consider composing engineer, school district, and inspector panels. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Ronna Taylor <i>Comments:</i> Comment noted. IC agenda item. 2/10/05 - See 05.01.06a	8/12/2004	1/18/2005		
05.01.06c F	Project Inspector Exam Process (Recommendation 3): Art Ross supported the concept of allowing field engineers to veto candidates. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Ronna Taylor <i>Comments:</i> 2/10/05 - See 05.01.06a	8/12/2004	1/18/2005		
05.01.09b F	Proposed Disciplinary Process Regarding the disciplinary process, Mr. Ward recommended defining the infractions in greater detail. Mr. Hall suggested the list of infractions be cited as examples rather than absolutes. He also proposed that the progressive disciplinary steps should be "spelled out." <i>Status:</i> Complete <i>Responsible Party:</i> Elena/JeffENZler <i>Comments:</i> 2/10/05 - See 05.01.09a.	8/12/2004	1/18/2005		
05.01.09c F	Proposed Disciplinary Process Mr. Shallenberger asked the committee to review the unabridged version of the draft disciplinary process and discuss it at the next meeting. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/JeffENZler <i>Comments:</i> 2/10/05 - See 05.01.09a.	8/12/2004	1/18/2005		
05.01.09d F	Interpretive Regulations-IR A-8 Discussion on IR A-8 was deferred to the next meeting to allow time for committee members to review the document. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i> 2/10/05 - See 05.01.09a.	8/12/2004	1/18/2005		
05.01.12a F	Multi-Disciplinary Approach and Use of CSI's Qualifications Mr. Shallenberger proposed that the committee revisit the multi-disciplinary approach for Field Oversight at the next meeting. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/John Baca <i>Comments:</i> 2/10/05 - John Baca provided a brief update. DSA determined it will not pursue this as it is outside of DSA's core competencies.	8/12/2004	4/14/2005		

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05.01.12b F	Multi-Disciplinary Approach and Use of CSI's Qualifications Mr. Enzler offered to provide committee members with a copy of the qualifications for the Construction Supervisor I position and Mr. Shallenberger suggested reviewing and discussing the qualifications at the next meeting.	8/12/2004	4/14/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Jeff Enzler				
	<i>Comments:</i> 2/10/05 - See 05.01.12a.				
05.01.14b F	LEA Program Mr. Shallenberger recommended defining progressive steps in discipline for the LEA program, noting minor infractions might warrant a letter, more serious problems might require a letter of reprimand, and flagrant abuses would be reasons for suspension. Mr. Hall suggested changing the first sentence to indicate a range of discipline "up to and including suspension."	8/12/2004	4/14/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Eric France				
	<i>Comments:</i> 2/10/05 - See 05.01.14a				
05.01.16 F	LEA Program Mr. France invited committee members to submit additional comments on the document to him after the meeting.	8/12/2004	4/14/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Eric				
	<i>Comments:</i> Comments received.				
05.01.17 F	Interpretive Regulations Mr. Shallenberger advocated publishing the IR's on the DSA website.	8/12/2004	4/14/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann				
	<i>Comments:</i> Comments noted. All circulars and lrs are posted to the DSA website.				

06 - Policies and Procedures Committee

06.01.01 F	UDC 3/19/04 Motion Revision The Policies & Procedures Committee will recommend that the Advisory Board revise its prior (March 19, 2004) motion allowing 14 members in the UDC down to 13 members during the June 18, 2004 meeting of the Advisory Board.	12/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann				
	<i>Comments:</i> To be discussed at the 1/18/05 DSAAB meeting. Draft P&P document tentatively revised to reflect 13 members.				

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06.01.07	F John Vester to Convey Recommendations	5/19/2004	1/18/2005		
	Mr. Vester to convey the recommendations relevant to the UDC at their May 26 meeting.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/John Vester				
	<i>Comments:</i> Update provided to UDC at their 5/26/04 meeting.				
06.01.12	F Policies & Procedures Document - Latest Revision	12/14/2004	1/18/2005		
	DSA staff will provide the latest revised version of the Policies and Procedures document in to the next Board meeting packet.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann				
	<i>Comments:</i> Will provide modified language at 12-14-04 meeting. See detailed modifications in items 06.01.12a-06.01.12y.				
06.01.12a	F Policies & Procedures Document - Latest Revision	12/14/2004	1/18/2005		
	In Section III (line 3), delete "seismic" and after "buildings" insert "under DSA jurisdiction" at the end of the sentence.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann				
	<i>Comments:</i> Will provide modified language at 12-14-04 meeting.				
06.01.12b	F Policies & Procedures Document - Latest Revision	12/14/2004	1/18/2005		
	The first sentence of the introductory paragraph in Section IV (B), page 4 will be revised to read: "Unless superseded by Title 24, Part 1, the Board consists of...."				
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann				
	<i>Comments:</i>				
06.01.12c	F Policies & Procedures Document - Latest Revision	12/14/2004	1/18/2005		
	Revise Section IV (B) to read "up to 17 members appointed by the State Architect, plus up to three ex officio members."				
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann				
	<i>Comments:</i> Documents edited accordingly; Mary Ann to clarify if necessary.				
06.01.12d	F Policies & Procedures Document - Latest Revision	12/14/2004	1/18/2005		
	Delete the heading for Section IV (C), inserting text before the line reading, "All appointed Board members may vote."				
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann				
	<i>Comments:</i>				

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	<i>F= Follow-Up Item</i>				
06.01.12e F	Policies & Procedures Document - Latest Revision Insert "technical" before "consultants", Section V, Item (5).	12/14/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12f F	Policies & Procedures Document - Latest Revision Delete "their functions and objectives", Section V, Item (4).	12/14/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12h F	Policies & Procedures Document - Latest Revision Delete reference to "subcommittee members of UDC," Section XIV, Item (A), paragraph two.	12/14/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12i F	Policies & Procedures Document - Latest Revision On page 18, revise first sentence of last paragraph to read: "Expense claims shall be submitted as required in DSA's travel procedures."	12/14/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12j F	Policies & Procedures Document - Latest Revision Document entitled: "Task Groups: Formation and Operation" incorporated into the 2nd revised draft Policies & Procedures document, applicable for all committees (new Section 1X).	12/14/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12n F	Policies & Procedures Document - Latest Revision Clarify that the Board serves at the pleasure of the State Architect, and committees serve at the pleasure of the Board chair in the revised draft of the Policies and Procedures document.	12/14/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				

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06.01.12o F	Policies & Procedures Document - Latest Revision Rename Section VIII (A) to state "board chair duties relative to committees."	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12p F	Policies & Procedures Document - Latest Revision In Section XII insert the word "only" in the second sentence before "upon authorization by the Board Chair or Executive Director."	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12q F	Policies & Procedures Document - Latest Revision Revise the Policies and Procedures so the document refers to and aligns with Title 24, Part 1, with updated information regarding Board composition.	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Mary Ann		
	<i>Comments:</i>	a. Draft P&P document revised to add Community College representative. b. DSA to develop appropriate wording for regulation change to include additional (Community College) member in next cycle. Dec 2004-Regulation change submitted for next cycle.			
06.01.12r F	Policies & Procedures Document - Latest Revision Clarify the role of the Board so it is consistent with DSA's jurisdictional authority.	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Mary Ann		
	<i>Comments:</i>	Language re: DSA's jurisdiction included in draft P&P document (page 2, line 5).			
06.02.01 F	Community Colleges Policy Committee Discuss possible new committee: "Community Colleges Policy Committee."	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Mary Ann Aguayo/Richard Conrad		
	<i>Comments:</i>	Mary Ann to meet with Richard and bring before the P&P at the next committee meeting: membership makeup; number of members; charge of committee (general parameters and purpose, committee may opt to fine tune). Dec 2004-Decision made to incorporate new member into existing committees and address need for separate committee if necessary.			

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	<i>F= Follow-Up Item</i>				
06.02.02	F New Community College Member Add Dave Menche to DSAAB member roster. Management to provide new member with applicable information documents.	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Susan/Mary Ann/Richard		
	<i>Comments:</i>	Richard and Lowell will meet with Community College member to provide orientation information; Susan will set up. Jan 2005-Member oriented.			
06.02.03	F Reactivation of DSA Academy Committee	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>			
	<i>Comments:</i>	On Hold until Chief of Codes & Standards Branch is brought on board. March 2005 - DSA is establishing the academy and will seek DSAAB assistance if necessary.			

07 - Safety & Emergency Response Committee

07.01.03	F Schools Preparedness/ Data Collection	7/27/2004	1/18/2005		
	The committee noted the importance of working with CDE re: schools preparedness and data collection of post-disaster building damage.				
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena Tarailo/Dan Levernier		
	<i>Comments:</i>	Comments noted.			
07.01.04	F CDE Representative	7/27/2004			
	Invite CDE representative (Steve Newsom's replacement) to join the committee.				
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena Tarailo/Mary Ann Aguayo		
	<i>Comments:</i>	Invited Diane Waters to the 10/28/04 S&ERC meeting; notified regarding date change.			
07.01.07	F LAUSD Staff Invitation	7/27/2004	1/18/2005		
	Request to invite LAUSD staff responsible for school district facilities to the SERC meetings.				
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena Tarailo/Joann Koplin		
	<i>Comments:</i>	Jo Ann invited reps to 7/27 meeting. Robert Kamm to teleconference in during the 12/1 S&ERC meeting.			
07.01.08	F Charter School Standards	7/27/2004	1/18/2005		
	Bring to DSA's attention the committee's concerns that charter schools are not built to public school standards.				
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena Tarailo/Mary Ann Aguayo		
	<i>Comments:</i>	Discussed at 10/8/04 AB meeting; no action taken. Mary Ann discussed with Richard Conrad.			

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	<i>M = Motion</i>				
	<i>F = Follow-Up Item</i>				
07.01.09	F Agency Interactions and Roles Request for DSA to clarify interactions and roles of various agencies regarding emergency response.	7/27/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> ElenaTarailo/Dan Levernier				
	<i>Comments:</i> OES addressed at meeting.				
07.01.12	F Building Tagging/ Shake Maps Recommended gathering more information on the building tagging process and discussed using shake maps to identify priorities following a disaster.	7/27/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo/Mary Ann Aguayo				
	<i>Comments:</i> Jan 2005-Richard Conrad said DSA will consider. (Also see 07.01.21.)				
07.01.14	F Meeting Location (12/1/04) Staff to ask OES which location is preferable; next committee meeting will be in Oakland or Sacramento depending on OES response.	7/27/2004			
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo/Mary Ann Aguayo				
	<i>Comments:</i> Committee meeting held in Sacramento, 1120 Q Street, 5th Floor, Conference Room A.				
07.01.15	F ATC Training Gale Bate asked re: ATC training & staff was asked to contact ATC re: when trainings are offered.	7/27/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo				
	<i>Comments:</i> Elena emailed Gale for update. He will pursue on his own at a local ATC training.				
07.01.19	F CDE Emergency Preparedness (Future task): Invite CDE representative to brief the committee on the status of CDE's emergency preparedness efforts.	7/27/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo/Diane Waters				
	<i>Comments:</i> CDE provided update at 12/1/04 meeting.				
07.02.04	F Catalog DSA's Historical Documents Regarding Safety and Emergency Response	12/1/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo/Mary Ann Aguayo				
	<i>Comments:</i> Catalog list emailed to committee 12/15/04.				

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<i>F= Follow-Up Item</i>					
07.02.07	M Seismic Safety for California Schools Report (for Private and Chartered Schools)	12/1/2004	1/18/2005		
Seismic Safety Commission (SSC) to release final report.					
<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo/Mary Ann Aguayo					
<i>Comments:</i> Henry Reyes will provide to staff when final document is released. Staff will distribute report to Advisory Board and Regional Managers. Henry Reyes presented at 1/18/05 meeting.					

08 - Universal Design Committee

01.01.01	F	Term Expiration Dates	10/7/2004	1/18/2005	
Lowell requested that term expiration dates be listed on member roster.					
<i>Status:</i> Complete <i>Responsible Party:</i> Dan Rasmussen/Mary Ann Aguayo					
<i>Comments:</i> Roster now includes expirations dates. Incorporate into web page.					
08.01.01	M	2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Non-Substantive Changes	6/14/2004	10/8/2004	
Motion #1: Mr. Skaff made a motion, seconded by Ms. Toji, to approve all the non-substantive changes discussed up to this point, with the exception of those identified by the committee that necessitate further discussion.					
The motion was carried unanimously.					
<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble					
<i>Comments:</i> Motion approved by the State Architect.					
08.01.02	M	2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Non-Substantive Changes	6/14/2004	10/8/2004	
Motion #2: Mr. Skaff made a motion, seconded by Mr. Lawrence, to approve the non-substantive changes to Section 1101C, Chapter 30, and Article 406 as proposed. The motion was carried unanimously.					
<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble					
<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.					
08.01.03	M	2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes	6/14/2004	10/8/2004	
Motion #3: Mr. Guisasola made a motion, seconded by Mr. Peterson, to accept the proposed amendment to Section 1003.3.4.4. The motion was carried unanimously.					
<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble					
<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.					

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08.01.04	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #4: Mr. Lawrence made a motion, seconded by Mr. Peterson, to accept the proposed amendment to Section 1104B.5#8. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004		
08.01.05	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #5: Mr. Lawrence made a motion, seconded by Mr. Guisasola, to accept the proposed revision (for amendment to Section 1115.B2.1.6.1), with deletion of the third sentence. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle. The third sentence of 1115B.2.1.6.1 was deleted, consistent with motion #5.	6/14/2004	10/8/2004		
08.01.06	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #6: Mr. Skaff made a motion, seconded by Ms. Toji, to accept the proposed amendment (for Section 1117B.5.7), with an additional note clarifying that signs should face the approach. Mr. Skaff withdrew his motion and said he would make a new motion after hearing and discussing the new language. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Where permanent identification signage are provided for rooms/spaces, they shall be located on the approach side of the door as one enters the room/space. Signs that identify units shall be located on the same side of the door as the usual exit sign. Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004		
08.01.07	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #7: Mr. Lawrence made a motion, seconded by Mr. Guisasola, to accept the proposed amendment to Section 1003.3.1.8. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004		
08.01.08	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #8: Mr. Skaff made a motion, seconded by Ms. Toji, to accept the proposed amendment to Section 1116B.1.4. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004		

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	<i>F= Follow-Up Item</i>				
08.01.09	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #9: Mr. Skaff made a motion, seconded by Mr. Guisasola, to refer this section (Section 1116B.1.8) back to the staff for further review. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		
08.01.10	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #10: Mr. Lawrence made a motion, seconded by Mr. Skaff, to change the reference as proposed (reference cited in Section 1116B.1.8 should be changed to Section 1117B.6). Ms. Toji proposed a friendly amendment, seconded by Mr. Skaff, to add a reference to Chapter 11B as proposed. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004		
08.01.11	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #11: Mr. Skaff made a motion, seconded by Ms. Toji, to send this section (Section 1133B.7.1.3) back to the staff for further revisions, for review by the committee on June 15, if possible, or as an alternative, to accept the proposed amendment after reviewing ADAAG. Ms. Toji withdrew her second, and Mr. Skaff withdrew his motion. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Recommendation for further review and consideration not approved by the State Architect.	6/14/2004	1/18/2005		
08.01.12	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #12: Mr. Margen made a motion, seconded by Mr. Skaff, to send this issue (regarding Section 1133B.7.1.3) back to staff for further review and consideration. The motion was carried, 5-1 (Mr. Peterson opposed, Mr. Guisasola absent during voting). <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> DSA submitted to BSC to correct 2.5% gradient to 4.16% gradient. Motion clarified in Motion 13.	6/14/2004	1/18/2005		
08.01.13	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #13: Ms. Toji made a motion, seconded by Mr. Peterson, to change the title as proposed (title in Figure 11B-1A). Ms. Toji modified her motion accordingly (according to discussion) and the motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		

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08.01.14	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #14: Mr. Lawrence made a motion, seconded by Mr. Peterson, to accept the proposed change (Figure 11B-1A, side elevation notation). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		
08.01.15	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #15: Mr. Peterson made a motion, seconded by Ms. Toji, to accept the proposed amendment (modification to Figure 11B-21). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		
08.01.16	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #16: Mr. Skaff made a motion, seconded by Mr. Lawrence, to accept the proposed modification (to Figure 11B-2B). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		
08.01.17	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #17: Mr. Skaff made a motion, seconded by Mr. Lawrence, to accept those changes to the diagram (Figure 11B-2B). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		
08.01.18	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #18: Mr. Lawrence made a motion, seconded by Mr. Margen, to accept the proposed change to Section 220-S (definitions of "Story" and "First Story"). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		

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08.01.22	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #22: Mr. Skaff made a motion, seconded by Mr. Peterson, to accept the proposed amendment (to Section 1115B.2.1.3.1). The motion was carried unanimously. <i>Status: Complete Responsible Party: Susan Georgis/Aaron Noble</i> <i>Comments: Code section incorporated for rulemaking for the 2004 code cycle.</i>	6/14/2004	1/18/2005		
08.01.24	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #24: Mr. Lawrence made a motion to accept the proposed change (to Section 1116B.1.9). Mr. Skaff proposed amending the motion to accept the change proposed by DSA. Mr. Lawrence accepted this amendment, and Mr. Skaff seconded. The motion was carried unanimously. <i>Status: Complete Responsible Party: Susan Georgis/Aaron Noble</i> <i>Comments: State Architect considered and denied motion.</i>	6/14/2004	1/18/2005		
08.01.25	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #25: Mr. Skaff made a motion, seconded by Mr. Peterson, to accept the proposed amendment (to Section 1116B.1.10). The motion was carried unanimously. <i>Status: Complete Responsible Party: Susan Georgis/Aaron Noble</i> <i>Comments: Code section incorporated for rulemaking for the 2004 code cycle.</i>	6/14/2004	1/18/2005		
08.01.26	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #26: Mr. Lawrence made a motion, seconded by Mr. Skaff, to accept the proposed changes to the title, re-numbering, the addition of the "s" to "Notes," and the addition of Note 2. The motion was carried unanimously. <i>Status: Complete Responsible Party: Susan Georgis/Aaron Noble</i> <i>Comments: Code section incorporated for rulemaking for the 2004 code cycle.</i>	6/15/2004	1/18/2005		
08.01.27	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #27: Mr. Scott made a motion, seconded by Mr. Peterson, to accept that change (changing the word "direction" to "directional" in # 2 and 4). The motion was carried unanimously. <i>Status: Complete Responsible Party: Susan Georgis/Aaron Noble</i> <i>Comments: Code section incorporated for rulemaking for the 2004 code cycle.</i>	6/15/2004	1/18/2005		

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08.01.28	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #28: Mr. Scott made a motion, seconded by Mr. Peterson, to accept the new language as proposed (for Item 4). Mr. Scott amended the motion to include several issues. Mr. Peterson seconded the amended motion. The motion was carried by a vote of 7-0-1 (with Ms. Toji abstaining and Mr. Guisasola absent during voting).	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle. Reestablishing a threshold of construction cost.				
08.01.29	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #29: Mr. Scott made a motion, seconded by Mr. Skaff, to accept the proposed amendment to Section 1117B.5.2. The motion was carried by a vote of 8-0-1 (Mr. Guisasola abstaining).	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.30	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #30: Mr. Scott made a motion, seconded by Mr. Lawrence, to accept the proposed amendment to Section 1117B.5.5#4. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.31	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #31: Mr. Scott made a motion, seconded by Mr. Lawrence, to adopt the proposed amendment to Section 1117B.5.6. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.32	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #32: Mr. Skaff made a motion to adopt the proposed amendment (for Section 1117B.5.7). Mr. Scott seconded the motion. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				

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	<i>M = Motion</i>				
	<i>F= Follow-Up Item</i>				
08.01.33	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification Motion #33: Mr. Scott made a motion, seconded by Mr. Guisasola, to accept the proposed amendments (for Sections 1127B.3 and 1133B1.1.1.1). The motion was carried by a vote of 8-0-1 (with Ms. Toji abstaining).	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.34	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #34: Mr. Skaff made a motion, seconded by Ms. Toji, that the committee reconsider Section 1127B.5, "Curb ramps." The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Procedural reconsider proposed revision. This was a procedural motion. The committee voted to reconsider Section 1127B which was considered at the previous UDC meeting. They did reconsider the section in 08.01.35, 36, 37, 38, and 39.				
08.01.35	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #35: Mr. Lawrence made a motion, seconded by Ms. Toji, to accept the proposed amendments, with the exception of the items pulled for further discussion. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Items pulled were clarified. In Motion 34, the committee voted to reconsider Section 1127B. After that motion was approved, Mr. Scott reviewed the proposed changes and the committee recommended further discussion on 5 issues contained in that proposed change. Motion 35 accepts the proposed changes except for the 5 items pulled for further discussion. The 5 items were covered over the next several motions.				
08.01.36	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #36: Ms. Toji made a motion, seconded by Mr. Peterson, to approve the sentence saying, "Curb ramps shall have a detectable warning surface." The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
	<i>F= Follow-Up Item</i>				
08.01.37	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #37: Mr. Peterson made a motion, seconded by Mr. Lawrence, to recommend that detectable warning surfaces be located a minimum of 6 inches and a maximum of 8 inches from the curb line. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle. The 6" to 8" was incorporated into the proposed code changes.				
08.01.38	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #38: Mr. Lawrence made a motion, seconded by Mr. Peterson, to accept inclusion of the new language (in Section 1127B, #7). The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.39	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #39: Mr. Peterson made a motion, seconded by Ms. Toji, to accept the language proposed (for dimensions of truncated domes). The motion failed, 2-7 (Mr. Skaff and Mr. Margen in favor).	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.40	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #40: Mr. Scott made a motion, seconded by Mr. Guisasola, to accept the proposed amendment (to Section 1116B.3). The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.41	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #41: Mr. Scott made a motion, seconded by Mr. Lawrence, to make the proposed revision (for Section 1133B.8.3). The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
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	<i>F= Follow-Up Item</i>				
08.01.43	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #43: Mr. Peterson made a motion, seconded by Mr. Lawrence, to approve the proposed amendment to Section 1129B.2, and recommend that DSA look into the issue of ADAAG consistency. The motion was carried, 7 - 2 (Mr. Margen and Mr. Skaff opposed).	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle consistent with ADAG.				
08.01.44	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #44: Mr. Lawrence made a motion, seconded by Mr. Peterson, to accept the proposed amendment to Section 1129B.4. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.45	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #45: Mr. Skaff made a motion, seconded by Mr. Mincer, to accept the language proposed by Mr. Skaff (No Parking sign on Figure 11B-18A). The motion failed unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> DSA did not move forward.				
08.01.46	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #46: Mr. Lawrence made a motion, seconded by Ms. Toji, to accept the proposed amendment (for correction to Section 1133B.5.2.2). The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.47	M DSA Policies Proposed for Deletion Motion #47: Ms. Toji made a motion, seconded by Mr. Peterson, to accept the policy deletions proposed by DSA. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Policy approved by State Architect, in process.				

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
	<i>F = Follow-Up Item</i>				
08.01.48	M Proposed New DSA Policies-04-01-Beveled Lip at Curb Ramps Motion #48: Ms. Toji made a motion, seconded by Mr. Mincer, to approve the proposed policy eliminating beveled lips at ramps. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Policy approved by State Architect, in process.	6/15/2004	1/18/2005		
08.01.49	M Proposed New DSA Policies-04-02-Detectable Warnings Motion #49: Mr. Scott made a motion, seconded by Ms. Toji, to accept the proposed policy, with the addition of other changes made by the committee in the area of detectable warnings. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Board approved 10/7 & 8/04 revised. Policy approved by State Architect, in process.	6/15/2004	1/18/2005		
08.01.50	M Proposed New DSA Policies-04-03-Visual Alarms in Classrooms Motion #50: Mr. Margen made a motion, seconded by Mr. Skaff, to approve Policy 04-03 as proposed. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Policy approved by State Architect, in process.	6/15/2004	1/18/2005		
08.01.52	F Meeting Minutes Approval Committee to approve minutes of the 5/26, 6/14 & 6/15 meetings at the next UDC meeting. <i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann <i>Comments:</i> Minutes approved with the exception of two items. Staff to follow up. Add to previous, items corrected. Minor corrections made to minutes.	6/14/2004	10/8/2004		
08.01.55	F Bagley-Keene Open Meeting Act Staff to provide Committee with copies of the Bagley-Keene Open Meeting Act. <i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann <i>Comments:</i> Copies of Act mailed to members.	6/14/2004	1/18/2005		
08.01.56	F May 26 UDC Meeting Tapes Staff to provide Mr. Skaff with a copy of the May 26 UDC meeting tapes. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis <i>Comments:</i> Copies provided copies to Mr. Skiff on 9/28/04.	6/14/2004			

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	<i>M = Motion</i>				
	<i>F = Follow-Up Item</i>				
08.01.57a F	Items Sent Back to DSA Technical Staff for Further Review (Motion #9), Section 1116.1.8, "Car Inside."	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.57b F	Items Sent Back to DSA Technical Staff for Further Review (Motion #12), Section 1133B.7.1.3, "Surface Cross Slopes".	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> State Architect considered and moved forward.				
08.01.57c F	Items Sent Back to DSA Technical Staff for Further Review (Motion #21), Section 1104B.6.3, "Assembly Areas". Note: Follow up for consideration in next year's code submittal package.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Withdrawn. Status dead per UDC.				
08.01.57d F	Items Sent Back to DSA Technical Staff for Further Review (Motion #23), Section 1115B.2.1.3.3, "Accessible Showers". Note: Follow up for consideration in next year's code submittal package.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Withdrawn per UDC.				
08.01.57e F	Items Sent Back to DSA Technical Staff for Further Review (Motion #42), Section 1129B.2, "Less Than Five Spaces for Accessible Parking Required". Note: This was included in this year's amendment package. See Motion #43.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.02.01 M	Minutes Approval	9/28/2004	10/8/2004		
	Motion #1: Mr. Peterson made a motion, seconded by Mr. Mincer that the minutes of May 26, June 14 and June 15 be approved as amended. The motion was carried unanimously.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann				
	<i>Comments:</i> Listen to tape.				

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	<i>M = Motion</i>				
	<i>F= Follow-Up Item</i>				
08.02.02	M Final Report of the Regulatory Negotiation Committee on Accessibility guidelines for Outdoor Developed Areas Motion #2: Mr. Scott made a motion, seconded by Mr. Skaff to not use the 9/30/99, Final Report of the Regulatory Negotiation Committee on Accessibility guidelines for Outdoor Developed Areas. The motion was carried unanimously.	9/28/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Request from Caltrans to utilize the September 30, 1999, Final Report of the Regulatory Negotiation Committee on Accessibility guidelines for Outdoor Developed Areas – http://www.access-board.gov/outdoor/outdoor-rec-rpt.htm . No action taken.				
08.02.11	F Selection of New Committee Member OUD has 3-applications - future positions are being represented by organizational representation and should be on the next OUD agenda, possibly by Jan 2005.	9/28/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo				
	<i>Comments:</i> Follow up with State Architect before January meeting. No action. January agenda item.				
08.02.14	F Pending Policy Interim Housing of students does not apply – trailers are out on site with ramp.	9/28/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Dead status. DSA not to move forward.				